

THE ITHACA FARMERS MARKET STALL IMPROVEMENT GUIDELINES 6/5/02

GENERAL GOALS:

- **Appearance:** Stalls are to be kept simple and uniform, for a feeling of transparency, maintaining open views of the outdoors and waterfront, during non-market hours.
- **Safety:** When improving your stall please avoid building small spaces where fingers and necks could get stuck, and using sharp pointed objects.
- **Structural Soundness:** Vendor improvements shall be strong enough to support 50 lbs per sq. inch.
- **Egress to Exterior and Access from Exterior:** Improvements must maintain easy egress to exterior part (NYS Dept of State Variance for structure).
- **Flexibility of Use by Other Vendors:** Specialized improvements shall not limit the use of others.
- **Coordination With Other Improvements and Adjacent Stalls:** Coordination with the adjacent stalls must be met for future weaterization plans. Coordinate enclosures to adjacent vendor stalls for simplicity and appearance: share support etc., as much as possible.

METHOD OF APPROVAL:

Drawings and specifications must be submitted to the Buildings and Grounds Committee prior to construction for approval. Submittals will be evaluated and approved or amended if necessary. The Buildings and Grounds Committee meets the first Monday of every month.

MATERIALS AND METHODS OF CONSTRUCTION:

Solid wood materials allowed:

- Rough-cut lumber preferred for structural wood.
- Finished solid lumber allowed for finished surfaces
- Naturally decay resistant wood required where in contact with the earth.
- Naturally decay resistant preferred, in general.

Trellis:

- All lattices shall be framed in wood.
- All lattices shall fold away or slide away.
- Pad locks and chains not permitted.

Materials not allowed:

- Treated Wood
- Sheet lumber products:
Plywood, OSB, etc., not allowed where exposed to view.
(Allowed as sheathing where completely covered)

- Plastic, Vinyl, Cloth, Stainless Steel, Stones, and Carpets not allowed as permanent. (Must take home at end of day)
- Pressure treated wood not allowed

Painting and Finishing Methods:

- Only transparent finishes are allowed. Natural varnishes are allowed. Wood stains with no color are allowed by approval.
- Opaque paints and finishes are not allowed.

Hardware: Allowed

- **Screws:** must be galvanized. Screws cannot be used as hooks, must be screwed in all the way.
- **Lag Bolts:** is the preferred method of structural attachment, and must be galvanized.
- **Screw Eyes:** must be galvanized and the maximum opening is ½” (so fingers don’t get stuck).
- **Forged Iron:** Is allowed but must be approved.

Hardware: Not Allowed

- **Nails:** projecting nails are not allowed, must be nailed in all the way.
- **Cup Hooks:** Not allowed
- **Staples:** Not allowed
- **Push Pins, thumb tacks:** Only allowed if you remove them when you leave.

Maintenance and Cleaning:

- **Chains** must be removed after each market.
- **Sawhorses, tables, tanks, equipment shelves, ladders** must be removed after each market.
- **Temporary signs** Must be removed during non-market hours
- **Trash, Garbage, Cardboard, ETC.** must be removed after each market
- **Staples, screws, nails pushpins, thumbtacks, etc.** must be removed after each market.
- **Vegetation:** No woody vegetation is allowed.

Stall Opening to Customer Isle:

- **Counters:** Height preferred 36”, Maximum 36”, and minimum 30”.
Extension into aisle: 16” maximum
Minimize number of legs on counters.
Area below counters: solid allowed, open preferred.

If solid, extension into aisle is not allowed. Not past aisle face of the pavilion post.

Display shelves below counters may extend into aisle 16".

Area Above Counters: Amount of enclosure limited to 30% of Area. All shall be behind the aisle face of the pavilion Posts.

Non-permanent displays (tables) shall extend a maximum of 18" into the aisle.

No solid extensions.

Area Above sign Boards: No enclosure allowed above sign Boards. Area must be open.

Stall Opening to Adjacent Vendor Stalls:

- No improvements are to be made beyond the centerline of the pavilion posts.
- You must coordinate with the adjacent stall to simplify and minimize the materials to be used. You must maximize the feeling of transparency and openness.
- Maximum enclosure is 30% of opening area total.
- Area below counter height.
 - Below 36", solid construction is allowed.
- Area above counter height.
 - Above 36" the maximum enclosure is 30% of opening area.
- Display partitions/shelf units, etc. shall store against sides of booth.

Stall Opening to Outside Structure:

- No improvement shall extend beyond the exterior face of the pavilion posts (even less to coordinate with future weatherization).
- The maximum enclosure is 30% of opening area.
- Must maintain minimum access to exterior of 36" width, with full height.

Signage:

Parallel to the aisle:

- Sign board preferred.
- Minimum size is 1 square foot.
- Maximum size is 6 square feet.
- Minimum clearance height below 6'-8".

Perpendicular to aisle:

- Extension into customer aisle, maximum distance is 26".
- Preferred sign supports supplied by IFM.
- Sizes allowed: Maximum 3 square feet.
- Removable flag/Banner maximum size is 6 square feet. Minimum clearance height below sign is 7'.

- **All signs shall be removed during non-market hours.**

Stall Floor:

- Wood chip flooring must be kept level with the pavilion floor. 6x6 along exterior flush with posts preferred.
- Wood Strip Flooring:
 - Sleeper system: Rot resistant laid parallel to aisle.
 - Flooring: Must be approved by B&G and laid perpendicular to aisle.
 - Exterior edge of floor must be flush with exterior of pavilion posts.
- Floor finishes: Carpeting not allowed, must be taken home at end of market day.

Exterior of Structure:

- ***Weather Enclosures:*** approved materials are white tarps or canvas.
- Blue tarps or plastic are not allowed.
- All tarps must be removed at end of market day.
- Method of attachment is eyehooks with ball bungee.
- ***Gutters and Downspouts:*** are allowed at every other post, coordinate throughout the market. Acceptable materials are aluminum K-type, brown. Upper roof gutters are allowed.

Electrical Systems:

- Amperage allowed per stalls is 12 amps (unless occupying a stall with upgraded electric).
- Installation Guidelines
 - Permanent Installations done by certified electricians with board approval.
 - Temporary (Daily) Installations
 - Track lighting, spots, extension cords, etc., must be removed during non-market hours.

Payment for Electrical Upgrade and Usage by vendor.